

# DEGLOOR COLLEGE, DEGLOOR

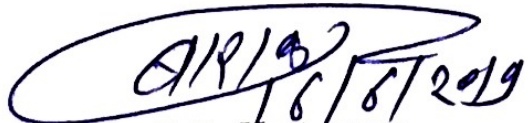
## Department of PUBLIC ADMINISTRATION

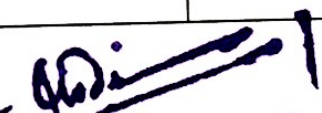
### M.A. I Year (Sem. I) PUBLIC ADMINISTRATION

#### Teaching Plan For 2019-2020

Paper Name:- Research Methodology in Public Administration Paper No. – III

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	<b>Research :</b> Meaning, Types , Importance and Criteria of Good Research & Quality of good researcher	08	05 July 2019	28 July 2019
2.	<b>Social Science Research :</b> Meaning Need , Objectives and Significance of Social science Research	10	28 July 2019	25 August 2019
3.	<b>Scientific Method :</b> Meaning and Characteristics of Scientific Method	10	27 August 2019	22 Sept. 2019
4.	<b>Identification of Research Problem :</b> Meaning , Selecting the problem and importance	10	24 Sept. 2019	10 Oct. 2019
5.	<b>. Research Design :</b> Meaning Need , Features of good Research design .	10	11 Oct. 2019	30 Oct. 2019

  
Dr. B.R. Katturwar  
HOD, Department Of Pub. Adm.

  
Dr. Anil B. Chidrawar  
Principal  
A.V. Education Society's  
Degloor College, Degloor.  
Degloor College Degloor

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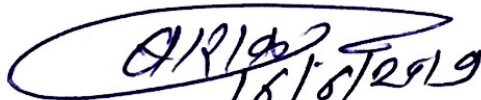
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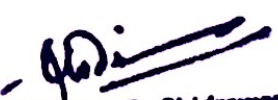
**M.A. II Year (Sem. III )**

**SUBJECT : PUBLIC ADMINISTRATION**

Paper Name:- International Administration Paper No. – XI

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	International Administration – Meaning, Nature, Scope and Significance	08	05 July 2019	28 July 2019
2.	United Nations Organization – Formation, Structure and Objectives.	10	28 July 2019	25 August 2019
3.	UNO Secretary General – Structure, Powers and Functions	10	27 August 2019	22 Sept. 2019
4.	International Civil Services – Meaning, Features and Problems	10	24 Sept. 2019	10 Oct. 2019
5.	Specialized Agencies of International Administration a) UNESCO b) UNICEF c) IMF d) ICJ e) WHO	10	11 Oct. 2019	30 Oct. 2019

  
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Department Of Pub. Adm.

  
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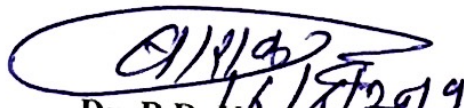
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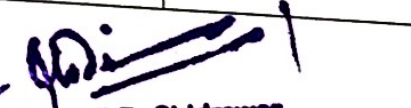
M.A. I Year (Sem. II)

SUBJECT : PUBLIC ADMINISTRATION

Paper No. VI Research Techniques in Public Administration

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	<b>Hypotheses</b> Meaning, types and importance	10	26 Nov. 2019	12 Dec. 2019
2.	<b>Sampling :</b> Meaning, characteristics, types and advantages of sampling.	10	13Dec. 2019	31 Dec. 2019
3.	<b>Data collection :</b> Meaning, importance, sources and techniques, case study method, it's role and significance in public-administration	10	01 Jan. 2020	20 Jan.2020
4.	<b>Data processing :</b> Classification, tabulation, conclusion, use of computer software and Internet, statistical analysis packages (SPSS), spreadsheets, database management systems	10	21 Jan.2020	15 Feb. 2020
5.	<b>Report writing :</b> Meaning and significance	10	16 Feb. 2020	28 Feb. 2020

  
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Department Of Pub.Adm.

  
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**Teaching Plan For 2019-2020**

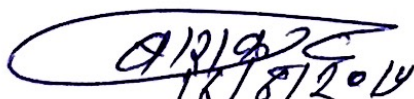
**Department of PUBLIC ADMINISTRATION**

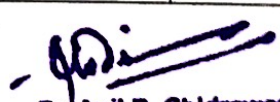
**M.A. II Year (Sem. IV )**

**SUBJECT : PUBLIC ADMINISTRATION**

**Paper Name:- – Principal of Management -XVI**

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	<b>Definitions, Nature, Scope and Importance of Management</b> Difference between Management and Admin.	10	26 Nov. 2019	12 Dec. 2019
2.	<b>Planning</b> Meaning, Objectives & Types of Planning	10	13Dec. 2019	31 Dec. 2019
3.	<b>Organization</b> Meaning, Types, Line and Staff Agencies	10	01 Jan. 2020	20 Jan.2020
4.	<b>Staffing</b> Meaning and Importance, Determining the needs of Staff, Recruitment and Selection, Training.	10	21 Jan.2020	15 Feb. 2020
5.	<b>Public Relations</b> Meaning, Importance and Techniques of Public Relations	10	16 Feb. 2020	28 Feb. 2020

  
Dr. B.R. Katturwar  
Department Of Pub.Adm.

  
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Principal  
A.V. Education Society's  
Degloor Colloge, Degloor.  
Principal  
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